

CONTACT

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THE OFFICIAL NEWSLETTER OF

PSD NAF EL CENTRO CA

CSD FORT HUACHUCA AZ

CSD MCAS YUMA AZ

"WE GO THE EXTRA MILE"

CSD FT. HUACHUCA

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CONTACT is designed to keep our customers informed of news affecting pay, personnel policies and procedures. We hope you will find it informative and useful. Please e-mail your comments, suggestions, and questions to:

oic@elcentro.psasd.navy.mil

HOURS OF OPERATION

Site	Days	Times	Duty Pager
PSD NAF El Centro, CA	Monday thru Friday	0700 - 1600	1 760-867-0500
(ID Lab)	Monday thru Friday	0830 - 1530	
CSD Fort Huachuca, AZ	Monday thru Friday	0700 - 1600	1 800-487-0414
CSD MCAS Yuma, AZ	Monday thru Friday	0700 - 1600	1 800-587-0642

UPCOMING EVENTS

PLR MEETINGS

Location	Activities Covered	Date
NMCRC Albuquerque, NM	- All activities located in Ft Huachuca, AZ, Albuquerque, NM, El Paso and Amarillo, TX	6 Jun 01
BMC MCAS Yuma, AZ	- All activities located in Yuma, AZ	13 Jun 01
NAF El Centro, CA	- All activities located in El Centro, CA	22 Jun 01
NMCRC Phoenix, AZ	- All activities located in Phoenix and Tucson, AZ	29 Jun 01

Leadership Training Courses. The Navy Leadership Training Unit (NLTU) will be on board NAF El Centro to teach the E5 and E6 Leadership Training Courses (LTC) on the dates specified below. As El Centro cannot fill all the 28 quotas that can be seated per class, 12 seats in each class will be opened to sailors from other commands on a first come first served basis. Forward names of prospective students via e-mail to:

mtomenbang@elcentro.psasd.navy.mil

8 October - 19 October 2001 E5 Leadership Training Course
22 October - 2 November 2001. E6 Leadership Training Course

USEFUL WEBSITES

<http://www.psasd.navy.mil> - Virtually all pay and personnel forms needed by PLRs could be downloaded from the PSA West website. This website contains useful pay and personnel information and a directory to all of the 19 PSDs and 4 CSDs under the cognizance of PSA WEST. You may also access PSD El Centro, CSD Fort Huachuca and CSD MCAS Yuma websites through this website.

<http://www.staynavy.navy.mil> - A recommended addition to your favorites. This website offers a vast amount of information on current Navy issues particularly on career development. It also provides links to other useful websites.

<http://www.bupersaccess.navy.mil> - After logging in, go to the programs drop down to see your Expired EDAs (Expired Estimated Date of Arrival) to check on your command expired prospective gains (prospective personnel who have failed to report for duty on their expected arrival dates). This is a useful website for COs, XO's and personnel maintaining command EDVRs.

<http://www.advancement.cnet.navy.mil> - This website contains bibliographies for advancement study, advancement handbooks for most ratings and a wealth of information regarding the Navy Enlisted Advancement System.

<http://www.whereismypov.com> - Military personnel shipping their privately owned vehicles can now track the whereabouts of their vehicle through this website.

NEW PAGE TWO REQUIREMENTS

(Reference: NAVADMIN 098/01)

To improve information resources for Navy Casualty Assistance Calls personnel, NAVADMIN 098/01 announced the requirement to add the names of PNOK/SNOK, addresses and telephone numbers to DD 93 (Record of Emergency Data) and NAVPERS 1070/602 (Dependency Application/Record of Emergency Data). Additionally, the NAVADMIN directs that if a service member desires a person other than his or her next of kin be notified in case of emergency, the DD 93 or Page 2 must specify such person, address and phone number. The purpose is to expedite initial contact with member's next of kin(s). To comply with this requirement, from now on, PLRs must ensure that Page 2s being forwarded to

PSD/CSD for update will have the above information annotated. The majority of the Page 2s will be updated during our annual command visits as we conduct one-on-one service record verification with service members.

NEW MGIB 'BOOSTER' PROGRAM

(Reference: NAVADMIN 103/01)

Effective 1 May 01, active duty members whose original federal education benefit is MGIB Program may make an additional contribution of up to \$600 to receive an increased monthly benefit. The MGIB monthly contribution benefit will increase by \$1 for each \$4 contribution. For example, if a member contributes the maximum \$600, the monthly MGIB Program benefit will be increased by \$150. If a member contributes \$200, the MGIB benefit will be increased by \$50.

Personnel enrolled in the MGIB Program by reason of involuntary separation, conversion from VEAP, conversion from Vietnam-Era GI Bill, or enrollment during the open period from 1 December 1988 through 30 June 1989 are not eligible for this option. Only personnel who entered active duty after 1 July 1985 and enrolled in MGIB during the first two weeks of active duty are eligible. Members on active duty after 1 May 2001 electing this option must contribute the additional amount while serving on active duty.

To assist members desiring to boost their MGIB benefits, PLRs will contact their supporting PSD or CSD to confirm eligibility from the DD 2366 filed in service records. If unavailable, PLRs will call NAVPERSCOM (PERS 604) at 1-800-962-1425 or DSN 882-4258 for verification of eligibility. Eligible members will then complete another DD 2366. Block 3 of new DD 2366 must include the statement, "Authorized under PL 106-419 to contribute an additional \$600 maximum toward my existing GI Bill benefit. The minimum contribution is \$20, increased by \$4 increments. Contributions are non-refundable." PLRs will mail the original DD 2366 to PERS-313, provide a copy to the service member, and forward a copy to the supporting PSD/CSD for payment processing. After payment processing, PSD/CSD will file DD 2366 copy in the service record.

OBLIGATED SERVICE FOR ENLISTED PCS TRANSFER

(Reference: NPC Distribution Guidance Memorandum #05-01 dated 12 April 2001)

Distribution Guidance Memo (DGM) #5 modifies the Enlisted Transfer Manual to standardize obligated service requirements for enlisted PCS transfers. The change applies to all enlisted PCS transfers regardless of paygrade or career status. Per the DGM, obligated service for PCS transfers that do not require additional obligated service for schooling or special programs will be as follows:

- Transfer to CONUS shore from CONUS shore or sea: 2 Years
- Transfer to CONUS sea from CONUS shore, or changing occupational specialty or skill designator as a result of retraining: 1 Year
- Transfer to OVERSEAS (shore or sea): DOD Area Tour length as appropriate
- Transfer to CONUS (shore or sea) from overseas (shore or sea): 1 year
- Obligated service for schools or special programs requiring more than minimum retainability requirements will be assigned in accordance with the Enlisted Transfer Manual or the applicable governing instruction.

This change will be included in the future revision of the Enlisted Transfer Manual.

REMINDERS

1. Personnel transferring to sea duty require screening. Download Sea Duty Screening Form from PSA West website.
2. For members who have VEAP accounts and who desire to convert to MGIB, the deadline for conversion is 31 October 2001. To verify VEAP enrollment, call the Veterans Administration Customer Service Desk at 1-888-442-4551.
3. Remind our service members to check their most recent LES to ensure that their family dental insurance was appropriately converted to the new TRICARE Dental Program. LES should reflect a TRICARE DENTAL deduction under Allotments. The premium for family coverage is \$19.08 and \$ 7.63 for individual coverage. If TRICARE DENTAL was erroneously stopped during the conversion process, advise the member concerned to call United Concordia Companies, Inc. (UCCI) at 1-800-866-8499. UCCI's website is www.ucci.com.
4. Employee/Member Self Service (E/MSS). Remind the troops that their LESs are now available via E/MSS. This may be a process where we can go paperless sometime in the future.
5. Late submission of documents to PSD/CSD remains to be a concern within our network. Additionally, newly reporting personnel must be escorted to PSD/CSD the same day they report for duty. For outlying commands, fax completed New Personnel Gain Form (available at the psasd.navy.mil website), travel claim and orders with appropriate endorsements to supporting PSD/CSD.
6. **PASS THE WORD.**

NOTE: THIS NEWSLETTER REPLACES THE QUARTERLY PERSONNEL AND PAY UPDATE MESSAGE SENT BY PSD EL CENTRO TO CUSTOMER COMMANDS.